

## PUBLIC HEALTH

## POLICY DESCRIPTION FORM

Department/Group: Public Health Budget Code: AAA-PHL  
 Title: Restoration of Bio-Terrorism/Lab Positions

PRIORITY: Rank 1 of 11 FUNDING: Full Year ☒ Other ☐ \_\_\_\_\_ Months

ITEM STATUS: Restoration ☒ Program Change ☐ Workload ☐

OPERATIONAL AND/OR FISCAL IMPACT: Clearly explain the impact on services (attach additional pages if required)

See Attached.

	<u>2003-04</u>	<u>Ongoing 2004-05</u>
<b>APPROPRIATIONS</b>		
Salaries & Benefits (attach additional page if required)	\$ 273,434	\$ 273,434

## CLASSIFICATIONS

<u>Budgeted Staff</u>	<u>Title</u>	<u>Amount</u>
<u>.9</u>	<u>Lab Assistant</u>	<u>30,589</u>
<u>.9</u>	<u>Microbiologist I</u>	<u>52,671</u>
<u>1.9</u>	<u>Microbiologist III</u>	<u>125,622</u>
<u>.9</u>	<u>Program Coordinator</u>	<u>64,552</u>

Services & Supplies

Other (specify) \_\_\_\_\_

Equipment

## FIXED ASSETS

<u>Item</u>	<u>Amount</u>
_____	_____
_____	_____
_____	_____

Reimbursements (specify) \_\_\_\_\_

Total:	\$ 273,434	\$ 273,434
--------	------------	------------

## REVENUE (specify source)

Bio-Terrorism Funds (9975) \_\_\_\_\_

242,845	242,845
---------	---------

State HIV Testing Funds \_\_\_\_\_

30,589	30,589
--------	--------

Total:	\$ 273,434	\$ 273,434
--------	------------	------------

LOCAL COST	\$ 0	\$ 0
------------	------	------

## **PUBLIC HEALTH**

### **Policy Item #1 of 11 - Restoration of Bio-Terrorism/Lab Positions**

The department is requesting to retain three vacant bio-terrorism positions, re-class a Laboratorian to a Microbiologist III, and retain a vacant Lab Assistant position not related to bio-terrorism.

The department has had some trouble in moving forward with hiring its full complement of bio-terrorism staff. As the Board is aware, the department had some concern regarding disclosure to the Board about the true staffing level of the bio-terrorism program that resulted in a memo to the Board from then Interim Public Health Programs Administrator June Griffith-Collison. Shortly after that disclosure, the HSS hiring freeze went into place. The department requested and got approval to obtain position numbers for the three positions vacant positions mentioned above, which are a Program Coordinator, a Microbiologist I, and a Microbiologist III. The department then worked with Human Resources on development of the new classification called Laboratorian. Following discussions with Human Resources regarding this classification it was decided that the position should in fact be a Microbiologist III and not a new classification.

As the department was preparing its request to then fill the three positions for which it had already obtained position numbers and request a position number for what was the Laboratorian, the Board took its action to eliminate vacant funded positions that were not in recruitment. The department's request, submitted after the Board action, was denied as a result of the timing and instructions were given to request that these positions be retained through the budget process. These positions are completely funded by bio-terrorism grants and impose no local cost on the County.

The Lab Assistant position has been held vacant to date due to an inconsistent workload. However, the department wishes to retain the position to work on a new HIV-1 drug resistance testing program that is funded by the state. That funding stream is a three year award effective in the coming fiscal year.